



AGENCY PROMOTIONAL EXAMINATION
DEPARTMENT OF ENVIRONMENTAL PROTECTION
ENVIRONMENTAL PROTECTION FORESTER 2

ANNUAL \$59,281 SALARY APPLICATION CLOSING EXAM
SALARY: \$81,492 GROUP: ES 25 DATE: JUNE 13, 2011 NO: 110360APSP

SPECIAL APPLICATION AND EXAMINATION INSTRUCTIONS APPEAR BELOW

PURPOSE OF CLASS: In the Department of Environmental Protection, Branch of Conservation and Preservation, Bureau of Forestry, this class is accountable for acting as a working lead and/or for performing the most complex tasks in forest resource management and protection activities.

MINIMUM QUALIFICATIONS REQUIRED

THIS PROMOTIONAL EXAMINATION IS OPEN TO ANY **CURRENT EMPLOYEE OF THE DEPARTMENT OF ENVIRONMENTAL PROTECTION WHO BY JUNE 13, 2011 HAS PERMANENT STATUS, SIX MONTHS CURRENT SERVICE IN THE DEPARTMENT OF ENVIRONMENTAL PROTECTION, AND THE FOLLOWING EXPERIENCE AND TRAINING:***

GENERAL EXPERIENCE: Seven years' experience performing technical analysis in forest resource management. Forest resource management shall be interpreted as professional level forestry work requiring a knowledge of such scientific fields as dendrology, silvics and silviculture, engineering, forest economics, forest influences, and forest pathology and entomology and the application of their principles to the production of goods and services.

SUBSTITUTIONS ALLOWED: (1) College training in forestry or forest management or arboriculture may be substituted for the General Experience on the basis of fifteen semester hours equaling one-half year of experience to a maximum of four years. (2) A Master's degree in forestry or forest management as defined in the General Experience [Forest resource management shall be interpreted as professional level forestry work requiring a knowledge of such scientific fields as dendrology, silvics and silviculture, engineering, forest economics, forest influences, and forest pathology and entomology and the application of their principles to the production of goods and services] may be substituted for one additional year of the General Experience.

SPECIAL REQUIREMENT: (1) Incumbents in this class must be willing and able to accept assignment or transfer to any area of the state. (2) Incumbents in this class may be required to obtain and retain during their employment a standard first aid certificate and perform emergency first aid as needed. (3) Incumbents in this class may be required to travel. (4) Incumbents in this class must obtain a commercial applicator pesticide license within one year of appointment.

PHYSICAL REQUIREMENT: Applicants must have and maintain the agility, endurance and physical ability to perform the required work. A physical examination may be required prior to and/or during employment in this class.

WORKING CONDITIONS: Incumbents in this class may be exposed to some risk of injury or personal harm from on site, field conditions and to some degree of discomfort from year-round weather conditions.

KNOWLEDGE, SKILLS AND ABILITIES: Considerable knowledge of the principles and practices of silviculture and forest resource management, silvics, forest mensuration, aerial photogrammetry, forest products marketing and utilization, forest surveys and type-mapping, forest recreation, forest diseases and insects; knowledge of laws and regulations pertaining to forest lands, arboriculture, and related resources; knowledge of forest land tax classification laws; interpersonal skills; oral and written communication skills; ability to develop short and long range forest management plans and programs; considerable ability to keep records and make reports; ability to review and evaluate forest management plans; ability to coordinate and oversee forest fire prevention and control; some lead ability.

THE EXAMINATION WILL BE COMPOSED OF:	PART	WEIGHT
	EXPERIENCE AND TRAINING	100%

APPLICATION/EXAMINATION PROCEDURE

APPLICANTS MUST SUBMIT:
(1) Completed Application Form (CT-HR-12)
(2) Supplemental Examination Materials (see instructions below)

In order to be considered for admittance into this examination, you must complete all parts of the supplemental examination application (CT-HR-12) detailing how you meet the minimum experience and training requirements stated above AND complete the required examination materials as detailed below. Applicants who do not submit the required application and supplemental examination materials by the closing date will not be admitted into the examination and will not have the right to appeal this decision. Resumes and/or vitas will not substitute for the required application form or for the required examination materials.

EXAMINATION INSTRUCTIONS: Section 1. For each job (maximum of three) which you feel has best prepared you for the job of Environmental Protection Forester 2, include a 1-2 page (typed or printed) description detailing your duties and responsibilities. (Applicants serving provisionally or temporarily in the title Environmental Protection Forester 2 cannot include this as one of the three jobs.) Each job description should begin on a separate page and begin with your job title, company name and location, dates of employment, and number of hours worked per week. This should be followed by a description of your duties and responsibilities organized and formatted around the numbered items that follow. (1) Experience with forest/land management and cutting plans. Detail your involvement with writing, implementing, evaluating and/or reviewing plans. Be specific as to the nature of the programs/plans for which you were responsible and the size, scope, dollar amounts involved. Discuss what data gathering and analysis methods were used. Also describe what the outcome(s) of your efforts were. Describe your role (i.e., leader of a group of professionals, independent project worker, project assistant, etc.), your specific duties and responsibilities, and your contacts (who they represented and what the purpose of your contact was). (2) Experience with professional projects or program management tasks. Detail your involvement in planning, executing and evaluation projects or programs with broad geographic application or significant policy implications. Be specific as to the nature of the projects(s)/program(s) for which you were responsible and the significance of the products(s), deliverable(s) or accomplishments(s) achieved. Describe your role, your duties and responsibilities and the title of the individual to whom you reported. Specify the numbers and titles of the individuals you lead/supervised, if any. (3) Communication experience. Describe your written communication experience including writing and reviewing reports, environmental impact statements, correspondence, bids and contract specifications. Describe any experience you have had speaking in front of groups, planning and conducting workshops, programs, information meetings or tours. Be specific as to the purpose of these public speaking engagements and the intended audience. **Section 2.** On a separate page, include a list of degrees, certifications, licenses and courses that you have completed which have prepared you for the job. **Important Notes:** (1) Make certain both your application form and your supplemental examination materials are complete and separate documents not referencing the other, as your application form and examination materials may be separated during the scoring process. (2) Examination materials should be clearly marked as such and each page should contain the examination title, exam number and your social security number (do not include your name). (3) Do not include materials other than those requested above. (4) **Your examination will only be scored if you meet the minimum experience and training requirements outlined above and your CT-HR-12 and supplemental examination materials are date stamped by DAS/Human Resources or postmarked by June 13, 2011.** (5) **Mail applications/examination materials to DAS/Human Resources, Room 404, State Office Building, 165 Capitol Avenue, Hartford, Connecticut 06106-1658 (Secure Fax #860-622-2910).** If faxing materials, keep a copy of your completed application form and the fax transmittal receipt for your records. Make certain that your application form and examination materials are complete and transmitted correctly and without error. Incomplete faxes or faxes received blank because pages were faxed upside down will not be accepted. (6) Due to the large number of applications received, we cannot confirm receipt of applications. (7) **Examination scores will be mailed by July 11, 2011.** (8) **A separate application/examination package must be submitted for each exam you are applying for.**

FORMS: Application forms (CT-HR-12) and exam announcements are available from the Department of Administrative Services (<http://das.ct.gov/employment>) or at the Department of Environmental Protection.

*Employees in the unclassified service may be eligible to participate in promotional exams if they have previous permanent status in the classified service and have current status as a state employee.
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May 26, 2011

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, and persons with disabilities.